

Committee Process and Procedures:

1. Products:

A. Three part project:

- KPMG (Findings and Recommendations by March 5)
- CIP (Findings and Recommendations by March 5)
- Remaining Issues:
 - * Performance Measures
 - * Forecasting Models (revenue, etc.)
 - * County Debt Policy

B. Outcomes: Interim Report with final report to be determined

2. Process:

- A. Identify scope and divide the work (project leaders)
- B. Policy issues versus CIP
- C. Work sessions versus meetings (all posted)
- D. Agendas based on identified topics, resolution by topic, and an opportunity for reconsideration prior to reporting

3. Procedure:

- A. The role of staff (expertise, transcripts, space, etc)
- B. Coordination of information requests
- C. Meeting schedule and procedure:
 - 7- 9:30pm (w/an 8:20 break)
 - Voting (by name or by consensus)
 - Recognizing people and allowing everyone to speak once before recognizing others
 - Next meeting: February 21 (Wed) or February 22 (Thursday) aiming toward March 5
 - Interim workgroup sessions (not everyone can attend but scheduled topics)